

P3 Workgroups Action Item List

7/18/00

Workgroup	Action Item	Assigned To	Due Date	Date Closed	Summary of Resolution
Non-Judicial Counsel (JC) Forms	Acquire client forms from different jurisdictions: <ul style="list-style-type: none"> • Common to everyone • Monthly statements • Employer information • Identify customer 	All county reps	8/8/00		
Non JC Forms	Ensure implementation of county compliance/timetable is part of regulation/recommendation	All	9/19/00		
Non JC Forms	Action item for Access Workgroup: Accessibility – forms need to be accessible to customers	Julie: Pass to Access Group Contact	7/26/00		
Non JC Forms	Action Item for Training Workgroup related to forms use: <ul style="list-style-type: none"> • Caseworkers on use of form • Use of Jargon, Acronyms 	Julie: pass to Training Group Contact	8/10/00		
Non JC Forms	Action item for Management Practices Workgroup: Interaction between agencies related to forms, e.g. FTB sending out forms that refer the addressee to DCSS or local child support agency, IV-A to IV-D, IV-D to other external entities..	Julie: Pass to Mgmt Practices Group Facilitator	7/24/00		
Non JC Forms	Review report on ACES “Best Practices” and prepare synopsis for Workgroup	Robert McLeod	8/8/00		
Non JC Forms	Action item for Management Practices Work Group: Allow adequate lead time on use/implementation of new forms.	Julie: Pass to Mgmt Practices Group Facilitator	7/24/00		
Non JC Forms	Review all California Family Code for legal mandates regarding categories and standardization (of forms). Provide	Jenny Skoble	8/8/00		

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